

TRUCK AND BUS REGULATION

How to Report in 2012

Last Revised February 14, 2012



1) Introduction

This guide summarizes the steps you need to take to report vehicle information online or on paper forms to use flexibility options in the Truck and Bus regulation. There are no fees associated with reporting. Fleets that report online do not need to submit paper forms, and may easily update their fleet information as needed. Paper forms are located at the back of this guide.

The regulation applies to nearly all privately and federally owned diesel fueled trucks and buses and to privately and publicly owned school buses with a gross vehicle weight rating (GVWR) greater than 14,000 pounds. The information provided in this guide is not a substitute for reading and comprehending the regulation. You should understand terms defined in the regulation, know the requirements, and understand if your vehicles qualify for exemptions, extensions, or credits. The regulation language, advisories, fact sheets, and other compliance tools for the Truck and Bus regulation can be found at www.arb.ca.gov/dieseltruck.

2) Who Needs to Report in 2012

If you want to take advantage of flexibility options for heavier vehicles you need to report. You do not need to report if your fleet complies with the engine model year schedules and you do not plan to use flexibility options in the regulation. For lighter vehicles with a gross vehicle weight rating from 14,001 to 26,000 lbs, clean-up requirements do not begin until January 1, 2015 or later. Privately and publicly owned school buses have different requirements and do not need to be reported.

Heavier vehicles (GVWR more than 26,000 lbs)

- Small fleets with three or fewer diesel vehicles (>14,000 lbs.) can use the [small fleet option](#) to delay compliance for heavier trucks until January 1, 2014. Report all heavier trucks now if any of them have 1996 to 1999 model year engines, otherwise, wait until next year to report.
- Other fleet owners that report by March 30, 2012 can take advantage of the following flexibility options and credits:
 - PM filter phase-in option
 - Downsizing credits
 - Adding cleaner vehicles
 - Early compliance credits
 - Low mileage construction truck extension (single truck owner must report now)
 - NOx exempt area PM filter extension
 - Log truck phase-in option

Fleets that do not report now can still take advantage of the small fleet phase-in option (based on engine model year), the low-use exemption, the manufacturer delay extension, the NOx exempt area replacement exemption,

the replacement delay for PM filters installed before January 1, 2014 and the annual extension if a PM filter is not available. For more information on these options, see www.arb.ca.gov/dieseltruck.

3) What information do I need to report?

In general, all fleet owners that report will need to report owner information and information for each vehicle. A summary is given here. Also, the paper forms at the end of this document identify all information needed, and can be used to collect the information for reporting online, or to be mailed. Please do not do both.

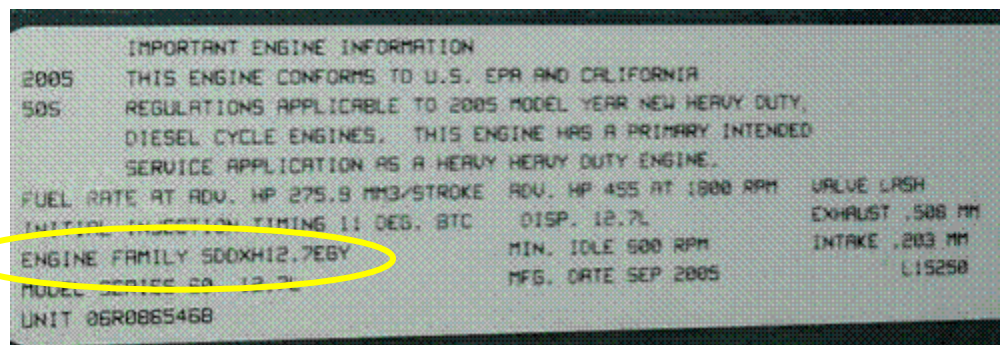
Owner Information

- Owner name
- Business name
- Tax Identification Number – for sole proprietor, it may be social security number
- Company type
- Company address
- Responsible official contact information
- Contact information
- Permit number (USDOT, Calif. Carrier, IRP, or PUC)
- State whether the fleet has 3 or fewer diesel vehicles greater than 14,000 pounds.

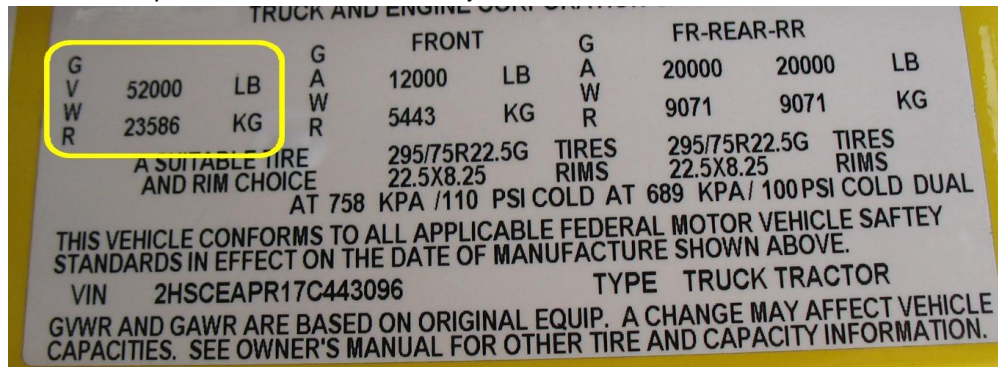
Vehicle information, each vehicle

- VIN
- Owner vehicle ID – Owner chosen name
- Body type
- Vehicle model year
- Vehicle manufacturer
- License plate number
- State or province where registered, type of registration
- Engine manufacturer and model
- Engine model year
- Engine family number (See below)
- Was the vehicle registered to fleet in 2006 (only if claiming credits)
- Gross Vehicle Weight Rating (label in door jamb, see below)
- Fuel type
- PM filter manufacturer, family #, serial #, installer info., date installed

Here is an example of where an on-road engine family name can be found on the label. In this example the digits you would provide are: 5DOXH12.7EGY



Here is an example of the label in the door jamb with a GVWR of 52,000 lbs.



4) Key Topics Related to Reporting

Phase-in Option – The PM filter phase-in option allows fleets to decide which heavier vehicles to retrofit or replace to meet an annual PM filter percentage requirement from January 1, 2012 to January 1, 2016, and defers all truck replacements until January 1, 2020, or later. This option can also delay compliance for fleets that have taken early action, have downsized the fleet or add cleaner vehicles. Fleets that report by March 30, 2012 are automatically eligible to use this option each year and there is no box to check.

Small Fleet Option – Small fleets with three or fewer diesel vehicles (>14,000 lbs.) can delay compliance for heavier trucks (>26,000 lbs.) until January 1, 2014. Report all heavier trucks now if any of them have 1996 to 1999 model year engines, otherwise, you can wait until next year to report. Be sure to answer yes to the question “Does the fleet owner have three or fewer diesel vehicles with a GVWR above 14,000 lbs.” on the owner information page.

Low-Mileage Construction Trucks – The low-mileage construction truck extension delays compliance for up to 10 heavier trucks in each fleet that qualifies. Fleet owners must report by March 30, 2012 to take advantage of the extension because there is a limit on the number of trucks that can be approved for the extension after 2012. Owners with more than 10 trucks that meet the definition specified in the regulation, must report them before March 30, 2012, and need to specify the priority order in which they should be approved. Number one is the highest priority. The first 10 eligible trucks are automatically approved for 2012, and additional trucks may be approved for the 2013 compliance date if the limit on the statewide total number of trucks eligible for the extension is not exceeded initially. January 1 odometer readings are required.

Retrofit PM Filter Information – Provide the information about the retrofit PM filter that is installed and information about the company that completed the installation. If more than one filter has been installed, answer yes to the last question. No additional information is needed about the second PM filter. This section is only for retrofit PM filters and no additional information is needed for PM filters that were originally equipped by the engine manufacturer.

Log Truck Phase-in Option – You must specify whether this truck will be included in the log truck phase-in option. The number of log-trucks that are eligible for the log-truck phase-in option are limited to the number of trucks in the fleet as of January 1, 2009 with a GVWR greater than 14,000 lbs.

NOx Exempt Area Vehicles – Identify whether or not the vehicle will use the extension for vehicles which operate exclusively in NOx exempt areas. The NOx exempt areas include the following counties: Alpine, Colusa, Del Norte, Glenn, Humboldt, Lake, Lassen, Mendocino, Modoc, Monterey, Plumas, San Benito, San Luis Obispo, Santa Barbara, Santa Cruz, Shasta, Sierra, Siskiyou, Northern Sonoma, Trinity, Tehama, and Yuba. Fleets must meet reporting and labeling requirements when taking advantage of these provisions.

Low-Use Vehicles – Low-use vehicles are exempt from the general requirements of the regulation, but must meet reporting and record keeping requirements. Vehicle mileage and dates must be provided in this section, as well as hour meter readings if applicable. Fleets that have reported their 2006 baseline fleet information, are able to exclude trucks that are not operated during the compliance year from determining the credits for downsizing. Identify if the vehicle is registered non-operational and will not operate during the compliance year if claiming downsizing credits.

Manufacturer Delays – Fleet owners that ordered new equipment 4 months before the compliance deadline will not be penalized if the order is delayed because of manufacturer delays. If this applies to the vehicle, enter the date the VDECS, engine, or vehicle was ordered. When the equipment is delivered and placed in service, report the date it is placed in service.

Public Funding – If you received any public funds toward the purchase of the vehicle, engine replacement, or PM filter, please enter the beginning and ending dates of the contract period, and then click the blue button to save and continue to the next page.

Two-engine Sweeper Auxiliary Engine – You must report information about auxiliary engines on two-engine sweepers. You do not need to report hour meter readings except for Tier 0 auxiliary engines to demonstrate it is operated less than 450 hours per year.

2006 Baseline Fleet – You can get credits that count towards the PM filter phase-in option if you have fewer heavier vehicles compared to October 1, 2006. The engine family for retired trucks is not needed for this credit. You can also get credits if you have added newer heavier trucks that have original equipment PM filters before January 1, 2012, if the average age of the fleet is less than what it was in your 2006 baseline fleet. For this credit, fleet owners may find it to their advantage to report the engine family if the engine was newer than the truck model year, otherwise the truck model year is used to determine the fleet age.

5) Report Online

Using the online reporting system is a convenient way for truck owners to report their fleet information. Fleet owners that report online at www.arb.ca.gov/dieseltruck can view and manage their fleet information and do not need to use paper forms. When follow-up information is needed, such as when a truck is replaced, retrofitted, or yearly mileage needs to be updated, it is simple to go into the existing account, and update information.

Here is a summary of how online reporting is done:

1. Use the "Create a New Account" button and select a user name and password.
2. Login with the "Existing User" button
3. Enter the owner information
4. Enter the information about each vehicle you are reporting

You can save your information at any time and may come back later to enter information to complete reporting. Larger fleets have the option to use a spreadsheet to upload vehicle information into their online account.

6) Reporting on Paper Forms

If you do not have access to the internet, then fill out the company information on the Owner Contact Information Form 112a. Then, fill out the Vehicle Information Form 112b for each vehicle you are reporting.

Fleet owners that have downsized or reduced the fleet age compared to 2006 may report information about trucks that are no longer in the fleet, but were part of the 2006 baseline fleet by completing and attaching the 2006 Baseline Fleet Information Form (133c).

Fleets must comply by January 1 of each compliance year. Fleet owners that choose to report to use flexibility in the regulation must submit the fleet information by March 30, 2012. If you have the ability to scan your application, you can email your application to TRUCRS@arb.ca.gov. Otherwise, attach the vehicle information pages for each vehicle to the owner page and mail in the copies. Mailed applications must be postmarked by March 30, 2012 to be on time.

Please do not send in duplicate applications.

Form 112a**2012 Truck & Bus Regulation Form**

*Means Required Information

Owner Information

Use this form if you have not previously reported. Submit only one form per fleet, with one vehicle form for each qualifying vehicle being reported

TRUCRS identification number (Issued when a new owner account was created):

TRUCRS ID*

Basic Owner Information

Legal Owner First Name*

Legal Owner Last Name

Company/ Business Name/ Person*

Doing Business as DBA

Tax Identification number*

Company/ Agency Type* (check one)

☐

Subsidiary

☐

Affiliate

☐

Division of Corporation

☐

Other

Company/Agency Street Address*

City*

State

Zip

Country

Company/Agency Mailing Address*

City*

State

Zip

Country

Responsible Official and Contact Person

Responsible Official First Name*

Responsible Official Last Name*

Responsible Official Email Address

Responsible official phone number* (Area Code and number)

() -

Contact First Name*

Contact Last Name*

Contact Email Address

Contact telephone number* (Area Code and number)

() -

Permit Number Report all of the following that apply.

Motor Carrier (USDOT)

California Carrier Identification (CA)

International Registration Plan (IRP)

Public Utilities Commission

Additional Information

Is this a farming business*?

☐ Yes ☐ No

Does this business hold a current license from the California Contractors State License Board*?

☐ Yes ☐ No

Report how many credits you are claiming from the off-road equipment regulation. _____

Does the fleet owner have three or fewer diesel vehicles with a GVWR above 14,000 lbs.

☐ Yes ☐ No**I attest the information provided in this form is true and correct.**

Print Name of responsible person*

Title of responsible person

Form 112a

* Means Required Information

2012 Truck & Bus Regulation Form**Owner Information**

Use this form if you have not previously reported. Submit only one form per fleet, with one vehicle form for each qualifying vehicle being reported

This form can be used to take advantage of added flexibility in the Truck and Bus Regulation. Fleets must comply by January 1 of each compliance year. Fleet owners that choose to report to use flexibility in the regulation must report the fleet information by March 30, 2012. Do not complete the paper forms if you have submitted your information online. You can report and manage your fleet information online without using paper forms at www.arb.ca.gov/dieseltruck

If you are reporting for the first time, you must provide information about your business on this form and will need to attach a vehicle information form for each diesel vehicle in your fleet. You will not have a TRUCRS ID and one will be created when you turn in your fleet information. Fleets that reported previously, should identify the TRUCRS ID and report any changes. A new owner form is not needed if you reported previously.

If you are a company with different divisions and each division will be responsible for complying separately, then submit a form for each fleet manager that will be reporting fleet information and attach the appropriate vehicle forms for each division. Information submitted by paper will be entered into the online reporting system, and users will be able to manage their fleet online.

On this Owner Information Form, you will need to enter information about the fleet owner, responsible official, the contact person, authority to operate numbers, and some additional information needed for determining compliance. All required fields are marked. The information must be complete, if you do not complete the form your application will be considered incomplete

Mail the owner information form and a vehicle information form for each vehicle to:

Truck & Bus Reporting, 5th Floor
PO BOX 2815
California Air Resources Board
Sacramento, CA 95812

If you have any questions or need help completing the forms, please contact us at 866-6DIESEL (866-634-3735) or by email at: 8666diesel@arb.ca.gov.

Form 112b

* Means Required Information

2012 Truck & Bus Regulation**Vehicle Information Form**

Complete one form for each vehicle

If you have previously reported your owner information, provide the TRUCRS ID and you don't need to fill the Owner Information Form. Check the appropriate box below when updating information after January 1, 2012 about the vehicles in your fleet, or if removing vehicles from fleet. If you are reporting for the first time, complete all sections for each vehicle. **TRUCRS ID** _____

☐ Add vehicle (Enter date if added after January 1, 2012). Date added _____

☐ Remove reported vehicle. Date removed _____ (Complete 1st two rows of Vehicle Info. and Odometer data)

☐ Report change in compliance status for vehicle that was previously reported. Date of change _____
Vehicle Information

Vehicle identification number (VIN)*	Fleet's vehicle identifier (optional)	Vehicle body type (See list below)*	Vehicle model year*
Vehicle manufacturer*	License plate number*	State or Province of Registration*	Registration Type* (Circle one) Annual Monthly Not Registered Non-operational
Engine manufacturer*	Engine model year*	Engine family number*	Engine Model

Skip next row unless the vehicle is a sweeper with an auxiliary engine. Enter the following information for the sweeper auxiliary engine if 50 hp or greater.

Sweeper Aux. Engine Manufacturer	Engine Model Year	Engine Family Number	Engine Tier	Hour Meter Reading	Reading Date
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Was vehicle registered in the fleet on October 1, 2006? ☐ Yes ☐ NoIs manufacturer's gross vehicle weight rating greater than 26,000 lbs.? ☐ Yes ☐ NoFuel/drive train type, check one ☐ Diesel ☐ CNG/LNG ☐ Propane ☐ Diesel Fuel Efficient Hybrid ☐ Other Fuel Efficient HybridType of PM filter*?..... ☐ None ☐ Original equipment ☐ Aftermarket Retrofit

If vehicle, engine or retrofit PM filter was publicly funded, enter funding contract period?

Contract Start Date

Contract End Date

Retrofit PM Filter (VDECS) Information (Skip if none or original equipment PM filter)

VDECS Manufacturer*	VDECS Family Name*	Check all that apply for the retrofit PM filter: <input type="checkbox"/> Ordered by May 1, 2011, and installed by credit deadline. <input type="checkbox"/> Installed to comply with another California regulation. <input type="checkbox"/> Two or more are installed? (No additional info. required)
Serial/ Part #*	Date Installed*	
Installer Company Name*	Installer City, State, Country*	
Zip Code	Installer Phone Number	

Applicable Extension or Provision (Select only one)

<input type="checkbox"/> NOx Exempt Area Operation <input type="checkbox"/> Ordered 4 mos. early/Mfr. Delay Date ordered _____ <input type="checkbox"/> Log Truck Phase-in Option	Fill in usage to the right if any of these apply: <input type="checkbox"/> Agricultural Vehicle Extension <input type="checkbox"/> Low Use (less than 1000 miles/year) Also, check here if 0 miles/year <input type="checkbox"/> <input type="checkbox"/> Low Mileage Construction Priority to approve (1,2,3...) _____	Odometer Reading <div style="border: 1px solid black; width: 100px; height: 20px; margin: 5px;"></div>	Reading Date
	If hub-odometer enter serial number (skip if none)		
	Hour meter (if low-use & work done when stationary) <div style="border: 1px solid black; width: 100px; height: 20px; margin: 5px;"></div>		Reading Date

I attest the information provided in this form is true and correct.

Print Name of responsible person*	Title of responsible person
Signature of responsible person*	Date*

Vehicle Body Types: Beverage Tractor, Beverage Truck, Box Reefer Tractor, Box Reefer Truck, Box Van Tractor, Box Van Truck, Bucket, Boom, Bus Other, Bus School, Bus Shuttle, Cab & Chassis, Car Carrier, Concrete Mixer, Concrete Pump, Cotton Module Mover, Crane less than 35ton, Crane 35ton or more, Drill Rig, Dump Truck, Dump Tractor, Dump Transfer, Expeditor Hot Shot, Farm Grain, Feed Truck On Farm, Flatbed Tractor, Flatbed Truck, Service Fuel Lube, Garbage Refuse, Garbage Transfer, Hay Squeeze, Hay Tractor, Hay Truck, Hopper Grain Tractor, Lettuce Truck, Livestock Tractor, Livestock Truck, Lowbed Tractor, Motor Coach, Nurse Truck Other, Nurse Truck Supplies Crop Dusting Aircraft, Other Tractor, Other Truck, Parcel, Pickup Bed, Service Utility Mechanic, Silage Harvest, Silage Other, Spray Truck, Spreader Tractor, Spreader Truck, Sweeper 1 Engine, Sweeper 2 Engine, Tank Truck, Tanker Truck, Tow Truck: Roll Back, Tow Truck: Wrecker, Tractor, Tractor Various, Log Tractor, Log Truck, Vacuum Truck, Water Truck, Yard Goat

Complete this form for each vehicle in the fleet and submit the vehicle forms with the Owner Information Form (112a).

If you are reporting changes to the fleet after January 1, 2012, check one of the three boxes at the top of the form to identify the changes you are making. If this is the first time you are reporting skip to the vehicle information section.

Vehicle Information

Enter VIN, optional fleet vehicle identifier, body type (at bottom of form), model year, manufacturer, license plate number, state or province of registration. Next, enter engine manufacturer, engine model year, engine family number, and engine model.

If reporting the auxiliary engine of a two engine sweeper, enter Manufacturer, Model Year, Family Number, and Tier. Also, if the auxiliary engine is Tier 0, enter the Hour Meter reading and date.

Check the boxes regarding if the vehicle was registered in the fleet on October 1, 2006. This information is necessary for fleets which have downsized since 2006 and wish to use the downsizing credit. Check 'Yes' if the vehicle GVWR is over 26,000 lbs., 'No' if not. You must check one of the boxes for fuel type, even if it is diesel. Identify type of PM filter, or 'None' if no filter. Select Original Equipment if the vehicle is 2007 model year or newer, and 'Retrofit' if a retrofit was installed. To complete the section, if public funds were used to pay all or part of the cost of the vehicle, engine, or retrofit PM filters, then complete the dates for the funding contract period.

Retrofit PM Filter (VDECS) Information

Skip this section if there is no retrofit PM filter. Also skip this section if the PM filter was originally equipped by the engine manufacturer. For retrofit PM filters, enter the VDECS Manufacturer, VDECS Family Name, Serial or Part Number, Date Installed, Installer Company Name, City, State, Country, Zip Code, and Phone Number..

Applicable Extension or Provision

This section covers other special provisions. Check the appropriate box if any apply, and only select one per vehicle. The options in the middle column, Low-use, Low Mileage Construction, and Agricultural Vehicle Construction, require mileage and date information, so the usage information is also required to be entered on the right of the section. If a hub odometer is being used, enter hub-odometer serial number. For low-use vehicles that also perform work while stationary, enter hour meter reading and date. For low-mileage construction, enter a priority (1,2,3...). The first 10 are approved, and numbers greater than 10 may be approved depending on number of applications.

Signature

Be sure to sign the bottom of the form. Print name and title of responsible person, sign and date to complete the form.

If you are reporting for the first time attach all of the vehicle information forms to the owner page and mail them in. If you have previously reported and you are reporting changes to your fleet that are made after January 1, 2012 be sure to identify your TRUCRS ID on the form, and you can mail the form without resubmitting your owner information unless it has also changed.

2012 Truck & Bus Regulation Form
Retired Vehicles that were in the 2006 Baseline Fleet
 List all vehicles which were part of fleet in 2006, but are no longer owned

TRUCRS identification number (Issued when a new owner account was created)		TRUCRS ID
Contact Name	Contact Phone	

[illegible]

Print Name of responsible person*	Title of responsible person
Signature of responsible person*	Date*

Form 133

2012 Truck & Bus Regulation Form
Retired Vehicles that were in the 2006 Baseline Fleet
List all vehicles which were part of fleet in 2006, but are no longer owned

Only complete this form if you have fewer vehicles in your fleet than you did in 2006 or you have added newer vehicles for credits. The credits count towards compliance with the PM Filter Phase-in Option from 2012 to 2017. Complete this form for all vehicles in the fleet and submit it with the Owner Information Form (112a).

All vehicles that were owned and registered in California on October 1, 2006 must be reported to take advantage of the downsizing credits in the regulation or the credit for adding newer vehicles earlier than normal.

Vehicles that are registered out of state must have been registered on October 1, 2006 and have been operated at least 1,000 miles in California in 2006.

Attach this form to the owner information page if you are reporting for the first time. If you have previously reported, be sure to identify your TRUCRS ID on the form, and you can mail the form without resubmitting your owner information unless it has also changed.